

November 16, 2004

WEST VIRGINIA BULLETIN NO: WV340-5-1

SUBJECT: SPA – FO and RC&D Office Appraisals by Fiscal Year

Purpose: To announce the FO and RC&D Office Appraisal Schedules for Upcoming Fiscal Years.

Expiration Date: September 30, 2005

I have asked the ASTC-FO's to conduct Field Office and RC&D Office Appraisals every five (5) years to ensure that our activities are carried out in accordance with rules and regulations of the agency's programs, laws, and executive orders on which the rules and regulations are based.

Listed below is the FO and RC&D Office Appraisal Schedule by fiscal year:

<u>FY</u>	<u>Field Office/RC&D</u>	<u>Tentative Date</u>
05	Petersburg FO Morgantown FO Fairmont FO Weston FO Sistersville FO Northern Panhandle RC&D Hamlin FO Mountain RC&D Pt. Pleasant FO	
06	Romney FO Glenville FO Cross Lanes FO Great Kanawha RC&D Marlinton FO Huntington FO Philippi FO Wes-Mon-Ty RC&D	

- 07 Keyser FO
 Franklin FO
 Moorefield FO
 Mt. Clare FO
 Ripley FO
 Little Kanawha RC&D
 Lewisburg FO
 Summersville FO**
- 08 Ranson FO
 Kingwood
 Parkersburg FO
 Wheeling FO
 Beckley FO
 Gassaway FO**
- 09 Martinsburg FO
 Potomac Headwaters RC&D
 Elkins FO
 Union FO
 Princeton FO**

**If you have questions or need additional information, please contact
ASTC-Operations at (304) 284-7543.**

/s/

**LILLIAN V. WOODS
State Conservationist**

**DIST: E
 Truman Wolfe, Ex. Director, WVCA, Charleston, WV
 Gary Oates, President, WVACD, Waverly, WV
 Jim McClelland, WV RC&D Assoc., Huntington, WV**